

**Spay/Neuter Program
Performance Review Committee meeting
DDA
11.20.08
1:00 pm**

Attendance

Fred Bailey	Murrey Goldthwaite	Debbie Schwartz
Ruth Campbell	Donna Gordon	Lisa Tanielian
Mark Davis	Anne Gryczon	Kevin Usilton
Kathy Gallagher	Jane Pierantonzzi	

OPENING REMARKS: (Kathy Gallagher)

- Roll Call.
- Approval of 10/30/08 Minutes: Motion passed unanimously

NEW BUSINESS

Mailings & Posters – DSS (Lisa Tanielian)

- Continued discussion on DSS mailing. Lisa reported that received confirmation from Barbara Hanson, Deputy Director of DSS to the group to produce mailing labels, mail cards out, and cover the cost of postage. The Spay/Neuter Program would be responsible for the cost of printing the postcards. The estimate on the number mailings was 70,000. Now that media events are completed, the mailing and posters will take priority.

Letter to Veterinarians (Lisa Tanielian)

- Changes suggested from previous meeting were reviewed.
 - Motion to send letter made by Donna Gordon, seconded by Kevin Usilton. Passed unanimously.

Report on Press Conferences - November 13, 2008 - (Lisa Tanielian, Jane Pierantozzi, Kathy Gallagher)

- The success of the various events was discussed. WHYY had a spot on TV from the New Castle event. The following newspapers carried stories:
 - The News Journal (delawareonline.com)
 - The Cape Gazette
 - The Dover Post
 - Delaware State News
 - Sussex Countian
 - Coastal Point

Forms for Low Income Eligible Individuals and 501c3's– (Lisa)

- Forms were updated per the previous meeting discussion.

Representatives for Delaware Division of Public Health, Rabies Control, Delaware Social Services and Representative for Kent County to fill seat vacant by Claudia Courtney – (Lisa)

- Approval of the 3 candidates Fred Bailey (Division of Public Health), Kristin Mondeaux (Purr-fect Haven – Kent), and Ruth Campbell (DSS), has been confirmed by Secretary Short.
 - Motion for approval by the PRC made by Jane Pierantozzi, seconded by Donna Gordon. Approved unanimously.

Recommendation to State Veterinarian for Release of portion of Non-Profit 25% of Funds – (Anne Gryczon)

- A motion was made by Anne Gryczon to make a recommendation to the State Veterinarian that 60% of the Non-Profits 25% from the first year be release to the non-profits. Seconded by Donna Gordon. Approved unanimously.

December PRC meeting – (Kathy)

- It was agreed that the December will be skipped and the next meeting will be in January.

ANNOUNCEMENTS

Next Meeting: Thursday, January 29th, 2009, 1:00 PM.

MEETING ADJOURNED